

Clean Water Act Water Pollution Control Program Grants



Initial Announcement:

Funding Opportunity for FY2006 Tribal
Water Pollution Control Program
Grants

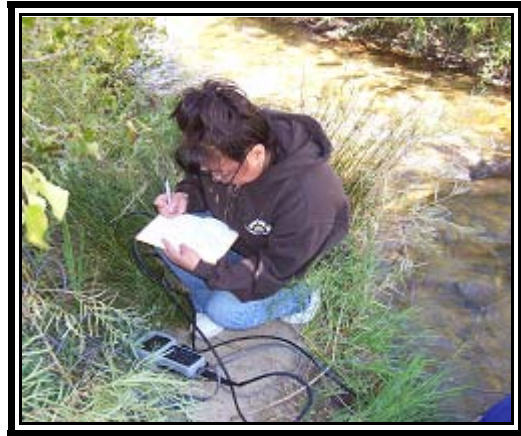
**Clean Water Act Section 106
(CWA §106)**

CFDA Number: 66.419

TRIBES ACHIEVING ENVIRONMENTAL RESULTS WITH CWA §106 FUNDS

Owens Valley Indian Water Commission

Monitoring surface water quality



Torres Martinez Desert Cahuilla Indians

Example of Current Project:



The Torres Martinez Desert Cahuilla Indians have been achieving environmental results by successfully managing their water pollution control program (CWA §106) for several years. During FY05, multiple tasks were conducted, including: the implementation of an effective water monitoring program to assess and track the quality of the White Water River and ground water; the development of a data system to track and evaluate water monitoring results for informed water quality decision making; the continuation of the popular Community Education and Outreach Program, including an Earth Day event, attended by over 300 community members and neighbors, where participants advanced their knowledge of the importance of water quality by experimenting with the “groundwater model”, conducting water quality monitoring, playing water quality games, and participating in classroom exercises.

FUNDING OPPORTUNITY DESCRIPTION

The U.S. Environmental Protection Agency (EPA), Region 9 is now accepting Federal Fiscal Year 2006 (FY06) Clean Water Act Section 106 (CWA §106) Water Pollution Control Program grant proposals. The purpose of the Water Pollution Control Program is to assist Federally-recognized Indian Tribes with achieving environmental results by developing institutional capacity to administer water pollution control programs and to protect, improve, and enhance natural resources. The eligible activities include, but are not limited to:

- Hiring qualified staff to identify and prioritize water quality issues;
- Performing water quality monitoring, quality assurance, and assessments;
- Conducting studies related to water pollution control;
- Leasing/renting office space and purchasing equipment necessary for program implementation;
- Implementing and enforcing pollution control measures;
- Developing and implementing ground water programs;
- Developing a Nonpoint Assessment and Management Program;
- Developing a Watershed-Based Plan;
- Developing a 305(b) report;
- Training and travel.

AWARD INFORMATION

Region 9 will allocate approximately \$7.2 million to support CWA §106 tribal programs. This funding will allow EPA to award grants between \$40,000-\$200,000; first-time eligible applicants may receive grants for \$40,000.

ELIGIBILITY INFORMATION

Eligible Applicants: Federally recognized Indian Tribes that meet and are approved for CWA §106 Financial Assistance Eligibility (FAE).

First Time Applicants: Tribes that have never received funding under CWA §106 must first establish Financial Assistance Eligibility (FAE) with EPA (also known as Treatment As a State-TAS), as described in Region 9's Clean Water Act Water Quality Planning and Protection Programs Financial Assistance Eligibility Handbook for Indian Tribes (FAE handbook). To meet eligibility requirements, a Tribe must

- (1) be Federally recognized;
- (2) demonstrate that it has substantial governmental duties;
- (3) demonstrate that the tribe has the legal authority and jurisdiction to carry out the activities proposed in the grant application; and
- (4) be capable of carrying out functions to be exercised in a manner consistent with the terms and purposes of the Clean Water Act and all applicable regulations.

COST SHARING OR MATCHING

A Tribal match requirement of 5% of the total project costs must be reflected in the application, work plan and budget (see Attachment 2 for information regarding required 5% match and calculation formula).

OBTAINING AN APPLICATION KIT AND FAE HANDBOOK

Applicants for Continued Funding will receive an updated application kit with this solicitation. The application kit has been recently updated (November 2003) to reflect new requirements. All previous application kits are obsolete and should be discarded.

If You Are a First-time Grant Applicant, application kits and the FAE Handbook should be obtained by contacting Liz Armour at (415) 947-4264 or by email at armour.elizabeth@epa.gov.

Application kits can also be downloaded from the U.S. EPA Region 9 website:

<http://www.epa.gov/region09/funding/applying.html>
double click on [EPA Region 9 Application Kit - Regular Award](#)

GRANT APPLICATION AND SUBMISSION INFORMATION

All Applicants Should Submit the Following: A DRAFT detailed workplan and budget describing how the requested CWA §106 funds will be used and which sets forth the basis for the management and evaluation of performance under the proposal (for sample workplans, see Attachment I). The workplan should include:

- specific descriptive tasks to be conducted toward the achievement of environmental goals or objectives and the desired environmental results for each;
- estimated workyears and estimated funding amounts for each workplan task;
- commitments, deliverables, work products, etc., for each workplan task and a schedule (include interim and final dates and milestones) for the accomplishment of each, and submittal to EPA;
- a Tribal match requirement of 5% of the total project costs must be reflected in the workplan and budget.

All Applicants should contact their EPA Project Officer/Tribal Contact for assistance with developing workplans and budgets, for completion of the FAE handbook, or for questions regarding the CWA §106 program; questions relating to administrative or fiscal matters should be directed to your current EPA grants specialist. (See Agency Contacts section for the name of the Project Officer or Grants Specialist in your area).

Pursuant to EPA's review of draft workplans, applicants shall be requested to submit a FINAL grant application (i.e., SF-424, workplan, budget, and required forms/certifications, as provided in the application kit).

NOTE: Grant applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for Federal grants or cooperative agreements on or after October 1, 2003. The website where an organization can obtain a DUNS number is: <http://www.dnb.com/us/>

SUBMISSION SCHEDULE

SUBMISSION DATES

ADDRESS

All Applicants: DRAFT workplan and budget

POSTMARKED by
February 3, 2006

U.S. EPA, Region 9
Water Division (WTR-10)
75 Hawthorne St.
San Francisco, CA 94105
ATTN: (your Project Officer*)

First-Time Applicants MUST also submit a complete Financial Assistance Eligibility (FAE) application to be reviewed and approved by EPA prior to receiving CWA §106 funding.

POSTMARKED by
March 4, 2006

*See Agency Contacts Section

All Applicants: FINAL grant application

POSTMARKED by
March 17, 2006

U.S. EPA, Region 9
Grants Management Office (PMD-7)
75 Hawthorne St.
San Francisco, CA 94105

Application Review

EPA, Region 9 considers the following to determine the allocation of CWA §106 funds:

- Amount of CWA §106 funds allocated to Region 9
- Number of applicants for the fiscal year
- Consideration of a base level of funding particularly for the smaller Tribes (i.e., the National formula established a base for funding EPA Regions.)
- Environmental issues to be addressed and desired environmental results by the Tribe (e.g., public health and water quality)
- Previous year's performance
- Unexpended funds (continuing recipients)
- Maintaining continuity of existing programs
- Implementation of Agency and Regional priorities
- Ability of the application/work plan to be funded in segments over a multi-year period
- Consideration of what it costs to get the job done in a particular area
- Costs of in-house staff vs. consultants
- Population/Land Area/Water Area
- Assessment of on-going capability and readiness to implement programs

Award Notices

Assigned EPA Region 9 projects officers (see Agency Contacts section) will notify Tribes of the final funding decisions by **September 30, 2006**.

ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

Regulations governing the award and administration of Water Pollution Control Grant Agreements: 40 CFR Part 31 (Uniform Administrative Requirements for Grants and Cooperative Agreements for State and Local Governments) and 40 CFR Part 35 Subpart B (Environmental Program Grants for Tribes).

Disputes: Procedures at 40 CFR 31.70 will apply.

Confidentiality: Applicants must clearly mark information they consider confidential and EPA will make confidentiality decisions in accordance with Agency Regulations at 40 CFR, Part 2, Subpart B.

EPA Reserves the right to reject all proposals and to not make any awards.

REPORTING

Quarterly project status reports and annual Financial Status Reports will be required, as follows.

- **Quarterly reports** to self-evaluate & to joint-evaluate annual performance under the grant, including:
 1. status of each work plan goal, task, deliverable;
 2. status of expenditures for the reporting period;
 3. summary of accomplishments including the reporting of environmental results & discussion of problems impacting or expected to impact performance;
 4. tasks not on schedule & proposed dates of completion; and
 5. any other information that will provide the EPA Project Officer with information about program status.
- The **annual Financial Status Report** must accurately account for all federal and non-federal funds expended, and identify appropriate use of funds (i.e., allowable and eligible under the program)

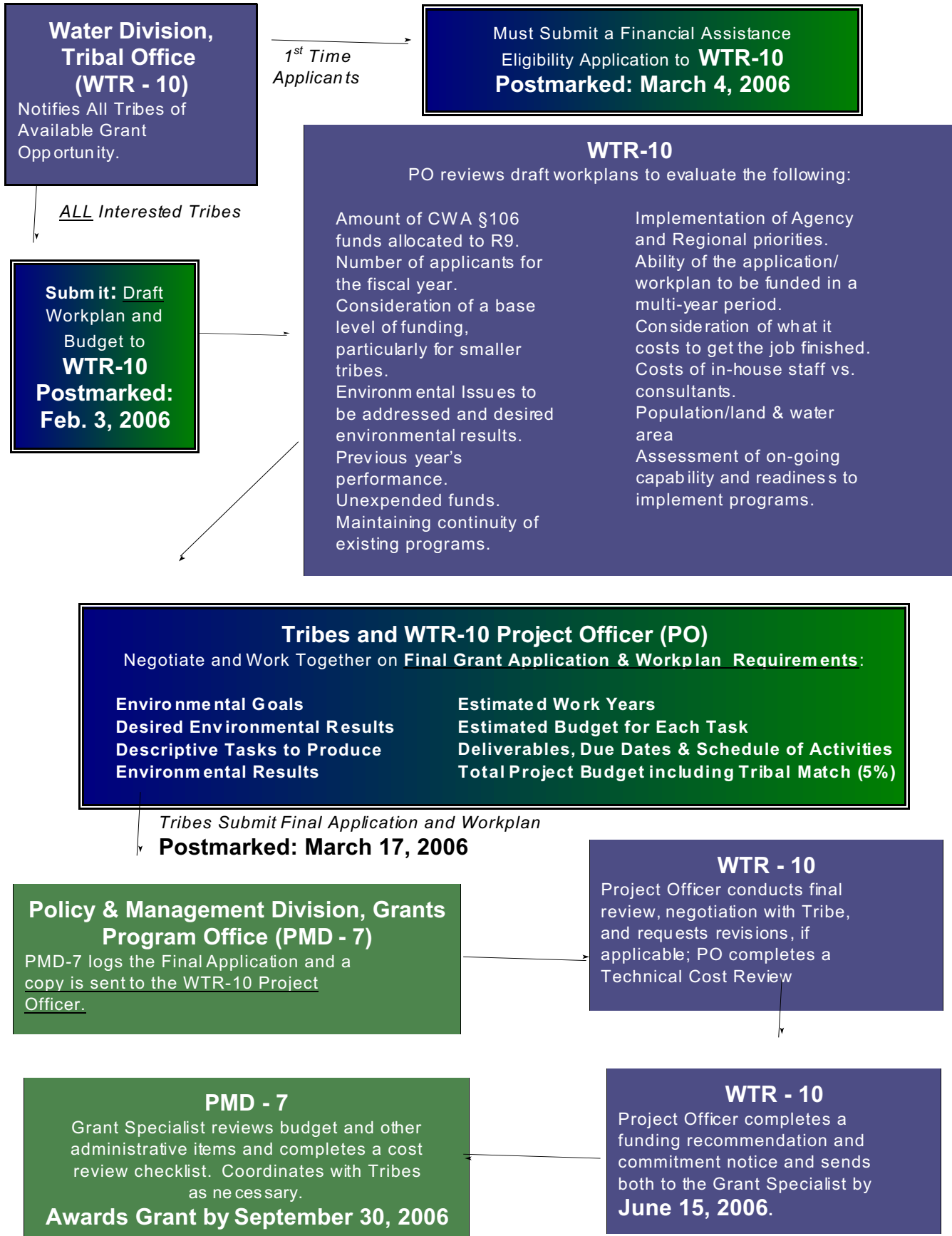
PERFORMANCE PARTNERSHIP GRANTS

Tribes with two or more grants and consistently good performance may be eligible to apply for a Performance Partnership Grant (PPG). PPGs are formed by incorporating funds from at least two PPG-eligible EPA grants into a single PPG, which can decrease administrative burden and increase program flexibility. For those tribes interested in obtaining a Performance Partnership Grant (PPG), please contact your CWA Project Officer to discuss the possibility of obtaining a PPG for your Tribe. Tribes that currently have PPGs should contact your CWA Project Officer with any questions regarding their PPGs and this solicitation.

LIST OF ATTACHMENTS

- Attachment 1—Sample CWA §106 Workplans
- Attachment 2—Recipient's Match
- Attachment 3—Grant Resources on the Internet

Region 9 Tribal Clean Water Act §106 Grant Application and Funding Process



TRIBAL CONTACTS / PROJECT OFFICERS *

U.S. EPA, R9 WATER DIVISION (WTR-10)
CWA §106 & §319

PROJECT OFFICERS

TRIBES

Danielle Angeles
(415) 972-3441
(415) 947-3537 (fax)
angeles.danielle@epa.gov

No. California: Elem, Kashia-Stewarts Point, Manchester Pt. Arena, Middletown, Pit River, Round Valley, Shingle Springs, Trinidad Rancheria
So. California: Agua Caliente (PPG), Augustine (PPG), Cabazon (PPG), La Posta, Manzanita, Morongo (PPG), Pechanga, San Manuel (PPG), Twenty-Nine Palms

Tiffany Eastman
(to contact this person, you must dial 1-800-735-2922 for an operator to assist you with your call)
(415) 972-3404
(415) 947-3537 (fax)
eastman.tiffany@epa.gov

Central California: Big Pine, Big Sandy, Bishop (PPG), Chemehuevi, Cold Springs, Ft. Independence, Lone Pine, Owens Valley Water Commission, Picayune, Santa Rosa Rancheria, Table Mountain, Timbisha, Tule River, Tuolumne
Nevada: Fallon, Moapa, Pyramid Lake (PPG)
Arizona: CRIT, Ft. Mojave, Kaibab
Central CA Contact for 1st Time Applicants

Jenée Gavette
(415) 972-3439
(415) 947-3537 (fax)
gavette.jenee@epa.gov

Arizona: Ft. McDowell, Gila River, Salt River (PPG), Yavapai-Prescott
So. California: Campo, Cuyapaipe, La Jolla, Torres-Martinez (PPG)
Southern CA Contact for 1st Time Applicants

Janis Gomes
(415) 972-3517
(415) 947-3537 (fax)
gomes.janis@epa.gov

So. California: Los Coyotes, Mesa Grande, Ramona Band, San Pasqual (PPG), Santa Rosa Band, Santa Ynez, Soboba (PPG)
No. California: Coyote Valley PPG, Karuk (PPG), Quartz Valley, Smith River, Trinidad
Nevada: Duckwater, Goshute, South Fork
Northern CA Contact for 1st Time Applicants

Audrey L. Johnson
(415) 972-3431
(415) 972-3537 (fax)
johnson.audreyl@epa.gov

So. California: Jamul, Pala (PPG), Pauma
Nevada: Yerrington

Wendell Smith
(415) 972-3421
(415) 947-3537 (fax)
smith.wendell@epa.gov

No. California: Cortina
Arizona: Havasupai, Hopi (PPG), Hualapai (PPG), Navajo Nation (PPG)
Nevada: Yomba

Loretta Vanegas
(415) 972-3433
(415) 947-3537 (fax)
vanegas.loretta@epa.gov

Arizona: Ak-Chin, Cocopah, Quechan, San Carlos, Tohono O'Odham Nation, White Mountain Apache
No. California: Hoopa Valley (PPG), Resighini, Yurok (PPG)
So. California: Rincon
AZ Contact for 1st Time Applicants

Jared Vollmer
(415) 972-3447
(415) 947-3537
vollmer.jared@epa.gov

No. California: Bear River (PPG), Big Lagoon, Big Valley, Blue Lake, Cahto, Dry Creek, Hopland, Robinson Rancheria, Sherwood Valley, Smith River, Susanville, Table Bluff (PPG)
Nevada: Summit Lake
NV Contact for 1st Time Applicants

Stephanie Wilson
(775) 885-6190
(775) 885-6147 (fax)
wilson.stephanie@epa.gov
Nevada Office

Nevada: Duck Valley, Walker River, Washoe

*Contact for questions relating to completion of the FAE handbook or to the CWA programs.

GRANTS SPECIALISTS * / TRIBAL CONTACTS

U.S. EPA, R9 GRANTS MANAGEMENT OFFICE (PMD-7)
WATER POLLUTION CONTROL PROGRAM (CWA §106)

GRANTS SPECIALISTS

TRIBES

Alba Espitia
(415)972-3667
espitia.alba@epa.gov

California: Big Sandy, Cuyapaipa, La Jolla, Pechanga, San Manuel, Torres Martinez, Yurok
Arizona: Ft. Mojave, Navajo, Tohono O'Odham

Cheryl Filart
(415)972-3676
filart.cheryl@epa.gov

California: Big Lagoon, Blue Lake, Dry Creek, Resighini, Sherwood Valley, Table Bluff, Trinidad

Elizabeth Stahl
(415)972-3662
stahl.elizabeth@epa.gov

California: Big Valley, Goshute, Coyote Valley, Hoopa Valley, Hopland, Middletown, Pit River, Quartz Valley, Round Valley, Smith River, Twenty-Nine Palms
Arizona: Hopi

Fareed Ali
(415)972-3665
ali.fareed@epa.gov

Arizona: Hualapai, Los Coyotes, San Carlos, White Mountain
California: Quechan

Gwen Brown
(415)972-3661
brown.gwenl@epa.gov

California: Bear River, Karuk, Lone Pine, Manzanita, Pauma, Santa Rosa Band, Santa Rosa Rancheria
Nevada: Washoe, Yerrington, Yomba

Elizabeth Armour (Liz)
(415)947-4264
armour.elizabeth@epa.gov

Arizona: Ft. McDowell, Havasupai, Kaibab, Salt River
California: Cahto, Cortina, Morongo, Soboba, Susanville

Lisa Meixner
(415)972-3669
meixner.lisa@epa.gov

California: Agua Caliente, Big Pine, Bishop, Owens Valley, Picayune, Shingle Springs, Robinson Rancheria, Table Mountain, Tule River, Tuolumne

Martha Villarreal
(415)972-3666
villarreal.martha@epa.gov

California: Kashia-Stewarts Point, Manchester Point Arena, Mesa Grande, Pala, Santa Ynez, Timbisha
Nevada: Moapa

Renee Chan
(415)972-3675
chan.renee@epa.gov

California: Augustine
Nevada: Fallon, South Fork, Summit Lake, Walker River

Susan Chiu
(415)972-3674
chiu.susan@epa.gov

California: Elem
Nevada: Duck Valley, Duckwater, Pyramid Lake

Cynthia Lee (Cyndi)
(415)972-3201
lee.cynthia@epa.gov

California: Cabazon, Gila River, Rincon, San Pasqual, Yavapai-Prescott
Arizona: Ak Chin, Cocopah, CRIT, Gila River, Yavapai-Prescott

Veronica Adams
(415)972-3670
adams.veronica@epa.gov

California: Cold Springs, Ft. Independence, Jamul, La Posta, Ramona, Chemehuevi

Fax number for all Grants Specialists: (415)947-3556

* Contacts for applicants with continued funding, for questions related to administrative or fiscal matters.

SAMPLE WORKPLAN – FUNDAMENTAL PROGRAM

WATER POLLUTION CONTROL PROGRAM (CWA §106)

Work Plan Goals with Tasks and Environmental Results	Dates		Deliverables	Responsible Staff & Work Years		Estimated Cost*	Status
	Start	End					
1 GOAL: Hire Staff to Assist with Developing & Performing Water Quality Assessments Task 1(a): Conduct request for proposal (RFP) Task 1(b): Finalize contract/hiring action ENVIRONMENTAL RESULT: To carry out the goals of the workplan & to establish future water quality goals.	10/01	11/30	<ul style="list-style-type: none"> • Include status of hire in quarterly report • Submit resume with quarterly report 	WQS AA	0.01 0.01	\$450	
2 GOAL: Assess quality of surface & groundwater to develop baseline status & for future planning purposes Task 2: Gather & evaluate existing water quality data for water bodies (surface & ground water) on Tribal land ENVIRONMENTAL RESULTS: To describe the current quality of all surface & groundwaters so that future water quality trends can be identified & measured in order to ensure that water quality can be maintained and improved, as necessary.	12/01	6/30	<ul style="list-style-type: none"> • Submit to EPA Preliminary Water Quality Data Assessment Report 	WQS E/H	0.23	\$13,350	
3 GOAL: Ensure integrity & accuracy in Tribal water quality monitoring efforts Task 3(a): Obtain and become familiar with EPA's water monitoring quality assurance requirements and guidance: http://www.epa.gov/Region9/qa/tribes.html Task 3(b): Draft a Quality Assurance Program Plan (QAPP) in accordance with current EPA requirements & guidance Task 3(c): Finalize QAPP per EPA review & guidance ENVIRONMENTAL RESULT: To ensure scientifically valid results that meet acceptable EPA standards.	12/1	2/28	<ul style="list-style-type: none"> • Submit draft QAPP to EPA for review • Submit final QAPP to EPA for review & approval 	WQS E/H	0.1	\$14,200	
4 GOAL: Increase Tribal water quality staff's knowledge & skills regarding water quality & watersheds; attend: Task 4(a): Tribal/EPA Conference Task 4(b): EPA Tribal Nonpoint Source Pollution Workshop & EPA CWA §106 workshop Task 4(c): water quality sampling workshop ENVIRONMENTAL RESULT: To increase staff knowledge, as demonstrated by staff preparation of "training results" report and "on-the-job" implementation.	October		<ul style="list-style-type: none"> • Include in quarterly reports, list of trainings, meetings, & workshops attended with dates, cost, & who attended 	WQS	0.05	\$3,750	
	May						
	June						

SAMPLE WORKPLAN – FUNDAMENTAL PROGRAM

WATER POLLUTION CONTROL PROGRAM (CWA §106)

Work Plan Goals with Tasks and Environmental Results			Dates		Deliverables	Responsible Staff & Work Years		Estimated Cost*	Status
			Start	End					
5	GOAL: Educate Tribal Community on the importance of water quality & provide information on the quality of Tribe’s surface & ground water					• Submit to EPA education & outreach program description • Include in quarterly reports a summary of public meetings, newsletter, & other activities	WQS	0.12	\$7,500
	Task 5(a): develop water quality education/outreach program			10/01	12/31		AA	0.04	
	Task 5(b): hold public outreach meetings				semi-annually		H		
	Task 5(c): quarterly newsletter				quarterly				
	ENVIRONMENTAL RESULT: Changes in awareness and understanding of the status of water quality and related issues, and in an effort to promote & implement pollution prevention, as demonstrated by direct participation in workshops, meetings, etc., & results of clean-up efforts.								
6	GOAL: Quarterly Reporting to self-evaluate & joint- evaluate annual performance under the grant, including:			1/30		• Quarterly Reports submitted to EPA	WQS	0.02	\$750
	• Status of each work plan goal, task, deliverable				4/30				
	• Status of expenditures for reporting period				7/30				
	• Summary of accomplishments including the reporting of environmental results & discussion of problems impacting or expected to impact performance				10/30				
	• Tasks not on schedule & proposed dates of completion								
	ENVIRONMENTAL RESULT: To evaluate and report on performance under the grant.								
(AA) Administrative Assistant		\$10/hr	(TP) Environmental Planner		\$20/hr	TOTAL COST		EPA	MATCH
(WQS) Water Quality Specialist		\$15/hr	(ATTY) Attorney		\$100/hr			\$40,000	\$2,105
(WQT) Water Quality Technician		\$13/hr	(E/H) Engineer/Hydrologist		\$100/hr				
This is a sample format only. Workplans may be prepared in either a chart or narrative format as long as the goals, tasks, and the related environmental results, deliverables, target dates, estimated cost, & responsible staff are clearly identified.						*This reflects the totals of all Costs for each task, including salary, fringe, equipment, contractual, supplies, travel, indirect, etc.			

SAMPLE WORKPLAN – INTERMEDIATE PROGRAM
WATER POLLUTION CONTROL PROGRAM (CWA §106)

Work Plan Goals with Tasks and Environmental Results	Dates		Deliverables	Responsible Staff & Work Years	Estimated Cost *	Status
	Start	End				
1 GOAL: Determine & correct effects of NPS pollution on Tribal water quality Task 1(a): prepare NPS Assessment & Management Plan in accordance w/EPA's Tribal Nonpoint Source Planning Handbook Task 1(b): prepare a watershed-based plan in accordance with EPA's annual NPS guidelines ENVIRONMENTAL RESULTS: To assess the nature, cause, &	10/01	12/15	Submit to EPA for review & approval: • NPS Assessment Report • NPS Management Plan • Watershed-based plan	WQS E/H	0.12 \$7,250	
2 GOAL: Become eligible to receive NPS grant funding to address NPS pollution Task 2: Apply for CWA§ 319 Financial Assistance Eligibility (FAE) ENVIRONMENTAL RESULTS: To assess the nature, cause, & effect of NPS pollution on Tribal water quality and to plan for its mitigation.	10/01	12/15	• Submit FAE application to EPA for review & approval	WQS ATTY	0.02 \$1,500	
3 GOAL: Develop & implement a water quality monitoring program in accordance with approved QAPP for ongoing assessment & evaluation of Tribe's water bodies Task 3(a): conduct monitoring Task 3(b): compile analytic results ENVIRONMENTAL RESULT: Track water quality trends to identify & prioritize problem pollutants & affected water bodies for corrective action, to measure pollutant reduction, and to maintain & evaluate overall water quality.	10/01	9/30	Submit to EPA: • Data & analysis reports • include EPA-approved equipment purchases in quarterly reports	WQS E/H	0.15 \$14,250	
4 GOAL: Complete baseline assessment of quality of surface & groundwater for use in future planning purposes Task 4(a): Finalize Water Quality Data Assessment Report ENVIRONMENTAL RESULT: To describe the current quality of all surface & groundwaters so that future water quality trends can be identified & measured in order to ensure that water quality can be maintained and improved, as necessary.	10/01	3/31	• Submit to EPA Final Water Quality Data Assessment Report	WQS E/H	0.01 \$6,500	
5 GOAL: Continue Tribal water quality staff's training (internet or self-paced) re: watersheds & source water protection Task 5(a): Source Water Protection (www.epa.gov/watertrain) Task 5(b); Principles of Watershed Management (www.epa.gov/watertrain) Task 5(c): Stream Corridor Restoration Tools (www.epa.gov/watertrain) ENVIRONMENTAL RESULT: To increase staff knowledge, as demonstrated by staff preparation of "training results" report and "on-the-job" implementation.	1/01 6/01 8/1	1/31 7/31 9/30	• Provide status & summary of training results in quarterly reports, along with dates, cost, & who participated	WQS	.04 \$2,250	

SAMPLE WORKPLAN – INTERMEDIATE PROGRAM
WATER POLLUTION CONTROL PROGRAM (CWA §106)

Work Plan Goals with Tasks and Environmental Results	Dates		Deliverables	Responsible Staff & Work Years	Estimated Cost *	Status
	Start	End				
6 GOAL: Identify threats to ground water quality & corrective actions Task6(a): develop groundwater & wellhead protection plan ENVIRONMENTAL RESULT: To describe the current and potential threats groundwater quality, so that corrective actions can be identified & developed in order to ensure that groundwater quality can be protected, maintained, and improved, as necessary.	2/01 08/01	5/30 9/30	<ul style="list-style-type: none"> • submit draft plan to EPA • submit final plan to EPA 	WQS E/H	0.12 \$8,000	
7 GOAL: Continue implementation of the water quality education & outreach program for the Tribal Community Task 7(a): hold student workshops Task 7(b): hold public outreach meetings Task 7(c): quarterly newsletter ENVIRONMENTAL RESULT: Changes in awareness and understanding of the status of water quality and related issues, and in an effort to promote & implement pollution prevention, as demonstrated by direct participation in workshops, meetings, etc., & results of clean-up efforts.	semi-annually semi-annually quarterly		<ul style="list-style-type: none"> • Include in quarterly reports a summary of public meetings, newsletter, workshops & other activities 	WQS AA	0.12 0.04 \$7,500	
8 GOAL: Quarterly Reporting that evaluates performance under the grant, including: <ul style="list-style-type: none"> • Status of each work plan goal, task, deliverable • Status of expenditures for reporting period • Summary of accomplishments including the reporting of environmental results & discussion of problems impacting or expected to impact performance • Tasks not on schedule & proposed dates of completion ENVIRONMENTAL RESULT: To evaluate and report on performance under the grant.	1/30 4/30 7/30 10/30		<ul style="list-style-type: none"> • Quarterly Reports submitted to EPA 	WQS	0.02 \$750	
(AA) Administrative Assistant \$10/hr (TP) Environmental Planner \$20/hr (WQS) Water Quality Specialist \$15/hr (ATTY) (ATTY) Attorney \$100/hr (WQT) Water Quality Technician \$13/hr (E/H) Engineer/Hydrologist \$100/hr				TOTAL COST	EPA \$48,000	MATCH \$2,525

This is a sample format only. Workplans may be prepared in either a chart or narrative format as long as the goals, tasks, and the related environmental results, deliverables, target dates, estimated cost, & responsible staff are clearly identified.

*This reflects the totals of all Costs for each task, including salary, fringe, equipment, contractual, supplies, travel, indirect, etc.

SAMPLE WORKPLAN – MATURE PROGRAM
WATER POLLUTION CONTROL PROGRAM (CWA §106)

Work Plan Goals with Tasks and Environmental Results	Dates		Deliverables	Responsible Staff & Work Years	Estimated Cost *	Status
	Start	End				
1 GOAL: Implement a water quality monitoring program in accordance with approved QAPP for ongoing assessment & evaluation of Tribe's water bodies Task 1(a): conduct monitoring Task 1(b): compile analytic results ENVIRONMENTAL RESULT: Track water quality trends to identify & prioritize problem pollutants & affected water bodies for corrective action, to measure pollutant reduction, and to maintain and evaluate overall water quality.	10/01	9/30	<ul style="list-style-type: none"> Data & analysis reports include EPA-approved equipment purchases in quarterly reports 	WQS E/H	0.15 \$14,250	
2 GOAL: Prepare an assessment & analysis report on the quality of the Tribe's surface water Task 2: draft a CWA 305(b) report per EPA's Guidelines for Preparation of the Comprehensive Water Quality Assessments (305(b) Reports) ENVIRONMENTAL RESULT: To describe the quality of all surface waters, the extent to which the elimination of pollutants have or will improve water quality, to provide recommendations to ensure improvements are achieved, & the nature & extent of NPS pollution & recommendations for reduction.	2/01	9/30	<ul style="list-style-type: none"> submit draft 305(b) report to EPA 	WQS E/H	0.12 \$9,000	
3 GOAL: Expand enforcement control measures & develop guidelines to protect water quality, as identified from water quality monitoring/analysis & groundwater/well head protection assessment & plan Task 4(a): Evaluate effectiveness of current codes & ordinances Task 4(b): Develop new ordinances/codes or revise existing ones Task 4(c): Present ordinances/codes to Tribal Council for adoption Task 4(d): Draft guidelines for dry well maintenance/closure Task 4(e): Finalize guidelines for dry well maintenance/closure ENVIRONMENTAL RESULTS: To develop, revise, & adopt enforcement tools and guidelines to ensure water quality is improved, protected, and maintained when implemented.	10/01	9/30	Include in quarterly reports to EPA: <ul style="list-style-type: none"> ordinance/code evaluation results ordinance/code adoption Submit to EPA: <ul style="list-style-type: none"> new/revised ordinances/codes draft dry well guidelines final dry well guidelines 	WQS TP AA E/H ATTY	0.12 .08 .06	\$19,000
4 GOAL: Continue Tribal water quality staff's training (internet, self-paced, or classroom) re: water quality & watersheds Task 3(a): Intro to Water Quality (www.nedc.nrcs.usda.gov) Task 3(b): Intro to Watershed Planning Process (www.epa.gov/watertrain) Task 3(c): Hydrology Training Series (www.nedc.nrcs.usda.gov) Task 3(d): EPA Water Quality Standards Academy ENVIRONMENTAL RESULT: To increase staff knowledge, as demonstrated by staff preparation of "training results" report and "on-the-job" implementation.	10/01	1/31	<ul style="list-style-type: none"> Provide status & summary of training results in quarterly reports, along with dates, cost, & who participated 	WQS	.08 \$4,000	

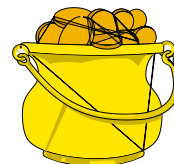
SAMPLE WORKPLAN – MATURE PROGRAM
WATER POLLUTION CONTROL PROGRAM (CWA §106)

Work Plan Goals with Tasks and Environmental Results	Dates		Deliverables	Responsible Staff & Work Years	Estimated Cost *	Status
	Start	End				
5 GOAL: Continue implementation of the water quality education & outreach program for the Tribal Community Task 5(a): hold student workshops Task 5(b): hold public outreach meetings Task 5(c): sponsor community river clean-up day Task 5(d): quarterly newsletter ENVIRONMENTAL RESULT: Changes in awareness and understanding of the status of water quality and related issues, and in an effort to promote & implement pollution prevention, as demonstrated by direct participation in workshops, meetings, etc., & results of clean-up efforts.		semi-annually semi-annually annually quarterly	• Include in quarterly reports a summary of public meetings, newsletter, workshops & other activities	WQS AA	0.12 0.04	\$8,000
6 GOAL: Quarterly Reporting to self-evaluate & to joint-evaluate annual performance under the grant, including: • Status of each work plan goal, task, deliverable • Status of expenditures for reporting period • Summary of accomplishments including the reporting of environmental results & discussion of problems impacting or expected to impact performance • Tasks not on schedule & proposed dates of completion ENVIRONMENTAL RESULT: To evaluate and report on performance under the grant.		1/30 4/30 7/30 10/30	• Quarterly Reports submitted to EPA	WQS	0.02	\$750
(AA) Administrative Assistant \$10/hr (TP) Environmental Planner (ATTY) (WQS) Water Quality Specialist \$15/hr Attorney (WQT) Water Quality Technician \$13/hr (ATTY) Attorney			\$20/hr \$100/hr \$100/hr	TOTAL COST	EPA \$55,000	MATCH \$2,895

This is a sample format only. Workplans may be prepared in either a chart or narrative format as long as the goals, tasks, environmental results, deliverables, target dates, estimated cost, & responsible staff are clearly identified.

*Reflects the totals of all Costs for each task, including, salary, fringe, equipment, contractual, supplies, travel, indirect, etc.

FORMULA FOR DETERMINING RECIPIENT'S MATCH (Based on Total Project Costs)



A. IF YOU KNOW THE TOTAL FEDERAL FUNDS AVAILABLE:

1. Divide the Total Federal Funds available by the maximum federal % allowed.
2. Subtract the amount of Total Federal Funds available in #1 from the amount derived from #2.
3. The amount derived from #3 is the MINIMUM NON-FEDERAL CONTRIBUTION (MATCH).

FOR EXAMPLE:

1. If the Federal funds available = \$100,000; and the recipient match is 20%.
2. Then the maximum Federal % = 80% or .80

$$\$100,000 \div .80 = \$125,000 \text{ (Total project cost)}$$
3. Then $\$125,000 - \$100,000 = \$25,000$
4. The minimum non-Federal contribution (20%) = \$25,000



B. IF YOU KNOW THE TOTAL PROJECT COSTS:

1. Multiply the Total Project Costs by the match % needed.
2. The total is your match amount.

FOR EXAMPLE:

If \$125,000 = Total Project Cost and you need 20% match

$$\$125,000 \times .20 = \$25,000 \text{ (Match)}$$



indian.wks\Matchform.10.03

POSSIBLE CWA\$106 GRANT AMOUNTS * AND REQUIRED 5% MATCH AMOUNTS		
Possible Federal Assistance	Required Tribal Match	Total Project Cost
1) \$40,000	\$ 2,105	\$42,105
2) \$50,000	\$ 2,632	\$52,632
3) \$60,000	\$ 3,158	\$63,158
4) \$70,000	\$ 3,684	\$73,684
5) \$80,000	\$4,211	\$84,211
6) \$90,000	\$4,737	\$94,737
7) \$100,000	\$ 5,263.	\$105,263
* First-time eligible Tribes will receive Federal amounts of \$40,000.		

MATCHING FUNDS / COST SHARING

Tribes

The portion of allowable project costs the grant recipient or a third-party contributes to a grant/cooperative agreement.

TYPES OF MATCH	EXAMPLES
Cash	<ul style="list-style-type: none"> - Tribal personnel costs - Tribal travel - Tribal equipment - Money contributed by another organization/individual to the Tribe - Public Law 93-638 funds (Indian Self Determination Act)

In-Kind (Third-Party or Tribal)	<ul style="list-style-type: none"> - Personnel costs donated by another organization (not Tribal employees) - Services donated by another organization (not Tribe) - Volunteers (not Tribal employees) - Equipment donated by another organization (not Tribe) - Equipment donated by Tribe (non-federal)
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- ***All match/cost sharing funds must be included in the workplan and budget and be part of the grant's Total Project Costs.***
- ***All match/cost sharing funds must conform to the same laws, regulations, grant conditions, etc., as the federal funds within the grant.***
- ***Dollar values must be placed on all donated services according to 40 CFR Part 31.24(b)(6-7).***

Items that **CANNOT** be used as match/cost share funds:

Other federal funds, except for Public Law 93-638 funds (Indian Self Determination Act).

Unallowable costs for the project/program.

Websites - Grant Resources

Grant Information & Requirements (EPA & Federal)

EPA (Region 9) Homepage: <http://www.epa.gov/region09/funding/>

- links to:

- Available grants, funding solicitations
- Application forms (424A, certifications, etc.)
- EPA Regulations (40 CFR, Parts 31 and 35 B, etc.)
- OMB Circular A-87, A-133
- Financial Status Report (SF 269A) & Request for Payment (EPA Form 190-F-04-001)

EPA (National) Grants Homepage: <http://www.epa.gov/ogd/>

Grants Administration Division links to:

- National Programs, Information Sources, and Laws and Regulations
- National Funding Opportunities
- Suspension & Debarment List

EPA MBE/WBE Requirements: <http://www.epa.gov/osdbu/>

- Minority Business & Women-Owned Business Enterprise requirements under grants

Tribal Indirect Cost Rates

- Dept. Of Interior (National Business Center) <http://www.nbc.gov/icshome.html>
(Information on indirect cost proposals, DOI staff contact information, etc.)
- Dept. Of Health & Human Services (list of approved indirect cost rates): <http://rates.psc.gov>

Data Universal Numbering System (DUNS) number: <http://www.dnb.com/us>

Catalog of Federal Domestic Assistance (CFDA): <http://www.cfda.gov>

- Government-wide compendium of all Federal programs, projects, services, and activities that provide grants to the American public. **CFDA for EPA Programs begins with 66.**
- Click on "Search for Asst. Programs", "By Agency", "Environmental Protection Agency"

Federal Government Pay Schedule: <http://www.opm.gov/oca/payrates/index.htm>

(To determine the maximum allowable daily rate for individual consultants.)

Environmental Federal Register Documents: <http://www.epa.gov/fedrgstr/>

EPA's Info. Collection Reqmnts (Paperwork Reduction Act): <http://www.epa.gov/opperid1/>

Government Accounting Standards Board (GASB): <http://www.gasb.org>

TRIBAL INFORMATION

- * **Region 9 Tribal Programs:** http://www.epa.gov/region09/cross_pr/indian/index.html
- * **American Indian Environmental Office:** <http://www.epa.gov/indian/index.htm>